

ADMINISTRATIVE - INTERNAL USE ONLY

SPECIAL BULLETIN

OFFICE OF TRAINING

To: All Training Officers of the Agency

INTRODUCTION TO MICROGRAPHICS

This popular Seminar will be offered again to provide personnel basic information on micrographics technology and its application to a wide range of information handling problems.

The two-day Seminar will cover:

- . Image Recording Techniques
- . Microforms and Formats
- . Indexing Techniques
- . User Equipment
- . Computer Output Microfilm (COM)
- . Micropublishing/Microrepublishing
- . Development of Agency Applications

The Seminar is open to all, but it will be of particular interest to the following personnel: potential users of microforms, component Records Officers, Administrative Officers and Assistants, Section and Branch Chiefs, Planning Officers and Registry personnel.

DATES : 9 - 10 February 1977

PLACE : Room 1A07 Headquarters

TIME : 0900 - 1600

REGISTRATION: Enrollment is limited. Submit Form 73, "Request for Internal Training", to ISAS/MPB, room 815 Ames Building

Additional information can be obtained from Micrographics Program Branch on extension [REDACTED] STATINTL

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